

**COURTS AND LAW ENFORCEMENT COMMITTEE MEETING**  
**May 17, 2018**

Present: Legislators Greg Kulzer, Jerry King and Ron Burns, County Manager Ryan Piche, Sr. Building Code Officer Ward Dailey, Fire & Emergency Services Director Robert MacKenzie, III, and EMS Assistant Jennifer Maracchion, Sheriff Michael Carpinelli. Reporter Nick Altmire

Legislator Kulzer called the meeting at 8:30 a.m.

Legislator King made a motion to approve the 4/12/18 committee meeting minutes, seconded by Legislator Burns and carried.

The following dockets were approved:

1-Appropriate NYS STOP DWI Foundation grant funds-\$5,500.00

2-Agreement between Probation Dept and Pratt-Northam Foundation for summer intern-400 hrs @\$10.40/hr.

3-Appropriate Federal monies into Sheriff's account to purchase equipment - \$5,145.00

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**Probation Director Mary Jo Burkhard reviewed her report ( attached)**

Mary Jo informed of a 5/21 meeting scheduled to discuss "Raise the Age" arraignment process of youths charged with violent felonies and continued discussion to identify a placement facility. A contract is needed prior to 10/1/2018. Local personnel expect attendance and some direction from State level officials.

Executive Director Karen Richmond for the Children's Home of Jefferson County has offered to reserve beds for Lewis County 16-year olds for non-secured detention. However, Mary Jo cited the effective and efficient non-secured residential contract with Larry & Lucy Green at a cost of \$60/day. The Green's, she said, are prepared to accept 16 year olds.

Mary Jo reports that the State has deferred the due date for the 60-pg. annual plan until July.

In consideration of extended actual hours spent by all Probation Department personnel, and referencing the Board's authorization pursuant to Resolution 461-2017 to increase all Probation Officers' work week to 40 hours, the Committee unanimously supports permanently increasing the four (4) Probation Officers and the Administrative Assistant to a 40-hour week effective immediately. A resolution will be prepared for Board consideration.

The Probation Officers have received updated defensive tactics training, and field training will occur in the next few weeks, all provided by Jefferson County certified instructors.

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**Memo**

**TO: Courts and Law Committee**

**FROM: Mary Jo Burkhard, Director**

**DATE: May 16, 2018**

**RE: Probation Update**

1. Thank you for allowing me to proceed with the hiring of a Pratt Northam summer intern prior to actual board resolution. McKenzie Sauer, BRCS graduate and third year student at Roberts Wesleyan College will be starting on May 21, 2018.
2. Our next Raise the Age meeting is scheduled for May 21 @ 2pm. am. Additional discussion will continue on the actual "process" for arraignment regarding violent felonies and the need for appropriate placement facilities. I believe that there will be representatives from OCA present at that time.
3. At last month's meeting I proposed that all four Probation Officers and our Administrative Assistant, Kay Sabo, move to permanent 40 work week status in lieu of filling the vacant PO position. As Judy retires, effective, June 1, Kay will assume all her account clerk duties and will truly be at her desk a minimum of 40 hours each week. I have asked Chris Boulio to prepare the financial comparison of 40 hrs vs another position and I believe it is a cost effective move. As I have repeatedly spoken about the fact that the Probation Officers often work over their regular 35 hrs I am hoping you will agree to move forward on this.

Saving \$2200 annually however in this year's budget we already budgeted for Elynn, so every day her position is not filled = \$200/day. add 1

from 2/27 thru 12/31 = 217  
x 200 = 43,400 savings this year